

SPECIAL MEETING ACTION MINUTES

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

May 7, 2019

101 W. 8TH STREET

11:00 AM – 1:00 PM

ITEM NO. 1 - Meeting called to order and roll call

Chairman Steve Carver called the meeting to order. The meeting was called to order at 11:00 A.M.

DDA members present: Steve Carver, Chairman; Laura Kirk, Executive Director; John Burg, DDA Assistant; Christian Henny, Director; Jon Zalinski, Director; Chad Lee, Director; Steve Davis (City liaison);

DDA members not present: Kurt Carruth, Director;

Non-DDA members present: Deric Walters, DDA Consultant/ Project Manager; Ken Murphy

ITEM NO. 2 – Public Comment Limited to 3 Minutes Per Contributor: Ken Murphy discussed the Welcome Center, Hanging Lake, tourism numbers, and how to keep guests in the downtown. Coloradough design feature doesn't fit the downtown design standards.

ITEM NO. 3 – 7th Street Landscaping and Bethel Plaza Design/Build – Laura Kirk and Deric Walters – The contract will be before Council on the 16th. The bid was a little over budget but the DDA previously approved using \$25,000 out of the DDA budget for this. Restrooms are a \$250,000 line item in the budget. \$180,000 is the cost of the restroom, \$148,000 is for stormwater (includes everything but the restroom); which comes to \$78,000 over budget. Size of the water feature structure and materials from Gould was discussed. Materials and install are approximately \$32,000. Materials need to be ordered now. Deric recommended approving up to \$40,000.

Christian made a Motion to approve to release Gould to order the materials for the stormwater drain an amount up to \$40,000, so that the restroom project stays on track and the Board will be requesting Council to pick up the tab on the stormwater work but at this point, the DDA is committing to keep the project on track; second by Chad.

The Board would like to see a breakdown of materials and labor.

The Motion passed unanimously.

The restroom project budget will be discussed after the Council meeting on the 16th, at the next Board meeting.

ITEM NO. 4 – Southside Restrooms – Laura Kirk / Deric Walters – Discussed as noted above.

ITEM NO. 5 – Lighting Under Bridge – Laura Kirk: The original lighting contract was approved by the City. The actual number of lights is more than the original contract was bid for so there is an additional \$16,000 needed. Council will vote on this change order on the 16th. The splashpad will be deferred. The City has a contract with R&A for the under-bridge lighting for approximately \$37,000 and some of this work has already been done. The additional \$16,000 would be a change order. This will be discussed by Council.

Christian made a Motion to support the change order to have the lighting complete as designed; second by Chad.

The Motion passed unanimously.

ITEM NO. 6 – Italian Ice Cart at Alley Lot– Laura Kirk: Monica Cappelli was wondering if there was an opportunity to put an Italian Ice Cart on the alley lot. The lease with Coloradough does allow for other activities. Permitting was discussed. Laura will obtain a proposal and bring back to the Board.

ITEM NO. 7 – Referral Review for New Bank on Grand Avenue – Laura Kirk: A referral letter needs to be provided by the end of the week. Laura would like the Board to authorize her and Kurt Curruth to develop a referral letter responding to specific comments on the bank plans to the City. Laura will meet with Kurt and then will send out comments. By noon on Friday, Laura will send referral letter. They will reach out to ANB to be involved in the process as it progresses.

Chad made a Motion to authorize Laura and Kurt to draft referral comments to the City of Glenwood Springs and submit to the Board no later than Thursday evening, if there are no objections by email, Friday at noon comments will be sent to the City. Laura is also directed to reach out to ANB outside of this process to build a relationship with them and consult on additional finishing's or other improvements together with the DDA; second by Christian.

The Motion passed unanimously.

ITEM NO. 8 – Gravel Pit Letter – Laura Kirk: City passed a Resolution related to the gravel

pit proposal. They requested that the BLM require the owners of the quarry to conduct a full EIS and analysis under the EPA guidelines. BLM is requested to conduct public hearings and make proper findings and determinations; provide a copy of the most recent applications for operating the pit and that the Department of the Interior fully answer Freedom of Information Act request for information about the proposed mine. The City would like the DDA to write a letter in support their Resolution.

Christian made a Motion to direct Laura to draft a letter using the guidelines of the letter the City and the Resolution the City passed in support of the opposition to the mining expansion and bring it back to the Board for final approval; second by Chad.

The Motion passed unanimously.

ITEM NO. 9 – Future Meetings Relevant to the DDA: DDA meeting on Tuesday, May 21st, 2019. City Council Meeting is May 16th at 6:15pm

ITEM NO. 10 – Other Business: None

Christian made a motion to adjourn, second by Chad.

The motion passed unanimously

Meeting adjourned at 1:00 pm